



Addresses Again and other Topics

May 18, 2010



OM Address – Main Address

InfoType Edit Goto Extras View System Help

Display Address

Position 000000000623 Personnel Technician III
Planning Status Active
Validity 01/11/2010 to 12/31/9999 [Change Information](#)

Address 01 S 60091141 1
Subtype Main Address Record 1 of 4

Address suppl.
House no/street 3512 Bush St House number
Street
PCode/City 27609 Raleigh
Country USA
Region NC North Carolina

Telephone no. 919-787-0733
Fax number 919-855-6861
Distance in km. 0

- Address Suppl – not used
- House no/Street only prints 30
- Street field normally not used
- Telephone info used on vacancy postings for contact info

•If you transfer or move a position, be sure to update the info!



OM – County location of position

SAP

Display SOC Code

Position: 000000000623 Personnel Technician III
Planning Status: Active
Validity: 07/01/2007 to 12/31/9999 [Display change info](#)

SOC Code: 01 S: 60091141 1
SOC Code: 131871
County Code: 092

Record 1 of 1

- County is located on SOC infotype
- This info must be considered when moving or transferring a position
- There is a specific OM PCR/action to change the county code
- 092 – Wake used as a default if nothing in PMIS
- This data needs to be scrubbed!



Miscellaneous Stuff

- Vacancy Posting now shows City and County
- Contract field issue –
 - currently you must repopulate each time you create an IT 001
 - Important to capture retirees – info is being reported to Retirement....

Military Leave LOA Actions and Reasons



- Action: LOA (Paid or Unpaid Leave)
- Reasons:
 - Reserve Active Duty (leave) - receives pay & time
 - Reserve Active Duty (lump sum) – receives pay
 - Reserve Active Duty (30 days) – receives pay & time (wage type generated in background)
 - Reserve Active Duty – does NOT receive pay but accrues time that must be manually entered upon return
 - Extended Military – does not receive pay or accrue time

Health benefits are continued during the following reasons since the employee should be receiving pay.

Reserve Active Duty (leave) - receives pay & time

Reserve Active Duty (lump sum) – receives pay

Reserve Active Duty (30 days) – receives pay & time

Health benefits for the Extended Military reason are switched to employee full cost when the employee is no longer using leave or receiving pay. Full cost is based on the last day the employee was in pay status using the 15th of the month rule. If the employee was in pay status on or after the 16th of the month, they will start paying full cost premiums the next month. If the employee was not in pay status on or before the 15th of the month, they will start paying full cost premiums in the current month. Health benefits will be terminated the last of the month in which premiums were paid either by the employee or the agency (employer).

Health benefits for Reserve Active Duty depends on whether the employee is on State or Federal duty. Please add comments on the action to indicate under which status the employee is deployed. For State service, the health plan is not terminated for the employee. Dependent coverage will be terminated the last day of the month in which premiums were paid by the employee. For Federal service, the health plan will typically be terminated the first of the month following this action/reason.



QUESTIONS??????????